



## 4-H CLUB VICE-PRESIDENT

### General Duties:

- ☺ Fill in for the President when he or she is absent.
- ☺ Prepare for the meeting at least *two days* before the meeting is scheduled. A calendar for each month will be emailed to your teacher and posted on our website: <https://smith.tennessee.edu>.
- ☺ Follow the agenda given to you, and get club members to volunteer to do the following:
  1. Lead the club in the American Pledge.
  2. Lead the club in the 4-H Pledge.
  3. Thought for the day.
  4. Extra credit such as read a poem, do a demonstration, skit, special music, etc. *This helps your club gain points on your club's monthly banner score!*
  5. Make sure the activity leader has an activity prepared for the meeting.
- ☺ Encourage members to participate in the club meeting and contests. The more members who enter the contests, the higher your club score will be!

Call Katie Martin at 615-735-2900 or email [kclark54@utk.edu](mailto:kclark54@utk.edu) for any questions about your responsibilities.